

Record of operational decision

Decision title:	Decision to fund up to £99,465 of Section 106 "Education" (Primary) monies for works to create a single-storey extension to a small classroom and a new corridor to provide access to external areas at Leintwardine Endowed CE Primary School, Watling Street, Leintwardine.										
Date of decision:	03 October 2025										
Decision maker:	Service Director Education, Skills & Learning										
Authority for delegated decision:	Economy and Environment scheme of delegation line 71 Corporate Centre Directorate Scheme of Delegation line 159 Cabinet decision dated 02 March 2023 - Section 106 Portfolio of Works – S106 Delivery Proposals. Cabinet Report 02 March 2023										
Ward:	Mortimer										
Consultation:	Internal consultation with Quentin Mee (Head of Educational Development, HCC) and Sarah Buffrey (Schools Organisation and Capital Investment Officer, HCC). External consultation with Janie Hughes (School Business Manager) at Leintwardine Endowed CE Primary School.										
Decision made:	Decision to fund up to £99,465 of Section 106 "Education" (Primary) monies for works to create a single-storey extension to a small classroom and a new corridor to provide access to external areas at Leintwardine Endowed CE Primary School, Watling Street, Leintwardine.										
Reasons for decision:	<p>The small classroom is currently used for Year 3/4. Varying class sizes mean that year groups must move class-base on an annual basis. Expanding this classroom will ensure it can take a full class of 30 children and reduce the need for annual relocation.</p> <p>The project will also add a new corridor to provide access to the playground and outdoor teaching spaces. Currently access is through a classroom which causes disruption.</p> <p>Planning consent has been submitted by the school (EPP acting for school) see reference P251387/F. School have notified Diocese of Hereford as the landowner.</p> <p>There will be no loss to playing fields or outdoor space as a result of these works.</p> <p>The project will be funded from one Section 106 legal agreement:</p> <table border="1"> <thead> <tr> <th>Planning Ref</th> <th>GT / FIN Code</th> <th>Contribution £</th> <th>Expiry Date</th> </tr> </thead> <tbody> <tr> <td>P142215/O</td> <td>GT05 / FIN2569</td> <td>£99,465</td> <td>11/11/2034</td> </tr> </tbody> </table> <p>There has been no expenditure to date.</p> <p>The school worked with Education Property Partnership to undertake the tender and contract award process. Based upon the tender returns and evaluation, the contract was awarded to Owen Pell Limited.</p>			Planning Ref	GT / FIN Code	Contribution £	Expiry Date	P142215/O	GT05 / FIN2569	£99,465	11/11/2034
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P142215/O	GT05 / FIN2569	£99,465	11/11/2034								

	<p>We are satisfied that a sufficient tendering exercise has been completed in accordance with Herefordshire Councils Contract Procurement Rules (CPR).</p> <p>Responsibility for monitoring the project and managing expenditure within the total spend budget is to be with the S106 Programme Manager.</p>
Equality Considerations	<p>Equality duty</p> <p>Under section 149 of the Equality Act 2010, the ‘general duty’ on public authorities is set out as follows:</p> <p>A public authority must, in the exercise of its functions, have due regard to the need to -</p> <ul style="list-style-type: none"> a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act; b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it. <p>The public sector equality duty (specific duty) requires us to consider how we can positively contribute to the advancement of equality and good relations, and demonstrate that we are paying ‘due regard’ in our decision making in the design of policies and in the delivery of services. Our providers will be made aware of their contractual requirements in regards to equality legislation.</p>
Highlight any associated risks/finance/legal/considerations:	<ul style="list-style-type: none"> • Delivery oversight – The project is funded by S106 contribution but works on-site will be managed by Leintwardine Primary School in partnership with Education Property Partnership • Cost variation – Project has an assigned S106 budget, which it cannot exceed. • Unforeseen events/costs – Potential unknowns or unforeseen costs could lead to overspend. The S106 contribution is finite, any overspend would need to be provided through additional means.
Details of any alternative options considered and rejected:	<p>Not to fund.</p> <p>This option is not recommended.</p> <p>Alternative projects were considered in conjunction with the school however this project was determined to be the best use of available funds.</p>
Details of any declarations of interest made:	<p>None declared.</p>

Signed..... Date: 03 October 2025

Print Name: Liz Farr, Director of Education, Skills and Learning